

## **POSITION DESCRIPTION**

**TITLE:** Primary Care Physician/Medical Director

**STATUS:** Permanent, Full-Time

**POSITION IN THE TRIBAL ORGANIZATION:** The PCP/Medical Director is under the immediate supervision of the Health Center Director and supervises the entire medical department. He/she is hired by the Personnel Selection Committee and is employed through the Indian Health Services Contract.

**ROLE:** This position serves as the PCP/Medical Director for the Passamaquoddy Tribe at Pleasant Point. The PCP/Medical Director participates in the formulation of policies, programs and procedures related to Healthcare and affiliate services. The Pleasant Point Health Center is physically located on 1 Back Road at the Pleasant Point Indian Reservation in Perry, Maine.

### **DUTIES:**

1. Develops, plans and implements programs for the improvement, expansion and/or contracting of patient care services, and for the revision of present programs and services to meet the changing needs of the patient population.
2. With the Health Director works with tribal groups for the purpose of promoting and understanding clinic health services policies and procedures.
3. Formulates and implements clinical programs and plans to meet accreditation/certification requirements and facility objectives.
4. With Health Director, establishes service priorities and determines resource requirements.
5. Responsible for direction of the Medical Laboratory, Nursing, Pharmacy, Dental, Medical Records, Mental Health and other related programs.
6. Responsible for the direct supervision of all Medical providers, Dentist, Commissioned Corps Pharmacist, Medical Records supervisor, Clinic Nurses and Laboratory Phlebotomist.
7. Performs with a high degree of independence and expertise, with little or no technical guidance the duties of a Medical Officer.
8. Supervises and participates in the medical care provided to ambulatory patients, as it pertains to the practice of medicine.
9. Examines patients, makes diagnosis, and administers appropriate treatment, orders lab tests, etc., within experience and training.

**BASIC QUALIFICATIONS:**

Degree: Doctor of Medicine or Doctor of Osteopathy from a school in the United States or Canada approved by recognized accrediting body in the year of the applicant's graduation. [a Doctor of Medicine or equivalent degree from a foreign medical school that provided education and medical knowledge substantially equivalent to accredited schools in the United States may be demonstrated by permanent certification by the Educational Commission for Foreign Medical Graduates (ECFMG) (or a fifth pathway certificate for Americans who completed premedical education in the United States and graduate education in a foreign country.)]

Graduate Training: Subsequent to obtaining a Doctor of Medicine or Doctor of Osteopathy degree, a candidate must have had a least one year of supervised experience providing direct service in a clinical setting, i.e., a one-year internship or the first year of a residency program in an institution accredited for such training. Graduate training programs include only those internship, residency, and fellowship programs that are approved by accrediting bodies recognized within the United States or Canada.

Licensure: Candidates must have a current, full and unrestricted license to practice medicine in any US state, District of Columbia, the Commonwealth of Puerto Rico, or a territory of the United States. *(Maine license preferred)*

J-1 Candidates (only): Must be available for work at the Pleasant Point Health Center within 90 days of the J-1 waiver approval.